

7 September 1949

Chief Signal Officer
Department of the Army
Pentagon Building
Washington 25, D. C.

Attention: SIGCA-5

Dear Sir:

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By:	013

Reference is made to conference of 2 September 1949, between representatives of this agency and Major W. C. Colladay, Major Raphael Perry, and Lt. Francis C. Hoover to develop suitable arrangements for reimbursable maintenance of CIA domestic teletype equipment by the area Signal Officers.

All parties attending the meeting were of the opinion that such maintenance services should be covered by a general written agreement similar to the enclosed specimen to be prepared by Army Communications Service, Washington, D. C., and after execution distributed to the area Signal Corps Communications Centers. Pursuant to said agreement the respective centers will inaugurate such services as they are able to render when contacted by and upon receipt of written orders from the authorized technical representative of this agency responsible for CIA teletype facilities; and continue service to existing installations which has been arranged previously, either orally or by informal exchange of correspondence.

The proposed agreement will provide uniformly for either monthly or quarterly billing in arrears as the Signal Corps may elect. Billing will be prepared and submitted by the area Communications Center on Standard Form 1080, properly certified and itemized as to materials and labor; and per diem and travel, the latter to be supported by paid copy of travel and/or transportation voucher for travel by maintenance personnel. Billing will be submitted to the head of the local CIA field office for verification and forwarding to Washington for payment.

Upon the execution of a mutually acceptable agreement, all subsequent contacts with respect to maintenance and payment therefore will identify the basic authority by CIA Contract Symbol XG-246.

Existing and future teletype circuit rentals, as distinguished from maintenance service as set forth above, will be under Contract(s) of the Army Command Administrative Communications Agency, Washington and assigned

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to CIA pursuant to separate agreement 10-247, said agreement to be executed upon submission by the undersigned of a confirming request listing all circuits now in use. All subsequent additions and deletions, or other changes in circuits and connections thereto will be by amendment to said agreement which shall provide for reimbursement to Army Communications Service, Washington, by payment quarterly in advance.

At the above mentioned meeting, the cooperative efforts of the representatives of the Signal Corps were of material assistance in bringing the preliminary discussion to a prompt and satisfactory conclusion.


Very truly yours,



Andrew A. Van Esso
Services Officer

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cc: courtesy
Contract
Chrono
Contact Br.
Fiscal Br.
Commo. Div.